

Colusa County
RESOURCE CONSERVATION DISTRICT
July 16th, 2024

100 Sunrise Blvd. Suite A-3, Colusa, CA. 95932
CCRCD Meeting Minutes

DIRECTORS PRESENT: Beth Nall, Walt Seaver, Allen Gobel, Alex Struckmeyer, Ben King (left at 5:20pm)

DIRECTORS ABSENT: Nas Chaudhary, Tom Hickok

ASSOCIATE DIRECTORS ABSENT: Jennifer Sanders

OTHERS PRESENT: Liz Harper- CCRCD Executive Director, Eduardo Blancas-Alcantara- Project Coordinator, Owen Hemming- NRCS District Conservationist, Ben Martin-NRCS Biologist, Anastacia Allen- County of Colusa Agriculture Commissioner

The meeting was called to order at 3:00 pm

CONSENT CALENDAR

ACCEPTANCE OF AGENDA: No agenda items were added.

APPROVAL OF MINUTES:

The minutes for the meeting on June 18th, 2024, were presented. Struckmeyer approved the minutes and agenda as presented. The motion was seconded by Gobel. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

FINANCIAL REPORT:

The Directors present received balance sheets for June 18th-July 15th, 2024. The CCRCD's fund balances were as follows: Umpqua checking account \$1,400.00; Petty Cash account \$100.00 CCRCD General Fund (464) \$127,718.94; CCRCD Misc. Projects (473) \$87,516.70; The DOC fund (475) \$250,897.28; CalFire fund (477) \$113,495.89; and Clearing Account fund (465) \$0.

The Board was presented with 10 claims to be paid in July. Eduardo Blancas-Alcantara for \$236.51; Clyde Hladky for \$1,238.40; and US Bank for \$5,109.18; Margot Flynn for \$65.66; Petty Cash for \$750.00; Elizabeth Harper for \$329.80; Office of Colusa County Counsel for \$123.78; Sutter County RCD for \$6,716.08; Billy Wycoff Construction for \$26,600.00; Hoblit Motors-Ford Dealership for \$63,444.35.

Nall moved to approve the claims and fund balance report for July 2024. Gobel seconded the motion. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

PUBLIC/PARTNERS COMMUNICATIONS:

District Conservationist, Owen Hemming presented to the board about NRCS programs and their success within the year.

Agriculture Commissioner, Anastacia Allen, gave a report for the County's Ag Department. The 2023 Crop Report is being finished and will be released in the coming months.

General Business Action Items:

#1: The Personnel Committee reported to the board highlights from their meeting on July 15th, 2024, with Executive Director Harper. Harper reviewed annual performance reviews for herself, Bennett, and Blancas-Alcantara. Director Nall walked through the agenda and packet received by Harper for the committee meeting. Harper passed around the packet for all Directors to have. The Personnel Committee recommend raises for Bennett and Blancas-Alcantara from \$27.00/hour to \$30.00/hour. The committee also recommended Harper receive a pay increase from \$40.00/hour to \$45.00/hour. The board reviewed their annual performance reviews and 3-year personnel budget. Stuckmeyer moved

to approve raises to go in effect at the start of the first pay period in the new fiscal year, Fiscal Year 24-25. Gobel seconded the motion. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

#2: Harper presented the board with the Request for Proposal (RFP) for Forest Health 2021. The board ratified the release and solicitation of the RFP to go out to contractors already approved on the CCRCD's bidders list. Gobel moved to ratify the Request for Proposal. Director Gobel moved to approve the RFP. King seconded the motion to ratify the approval of the RFP. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

#3 Harper presented the board with the ratification of an amendment to an existing contract with Wycoff Construction. The contract was for biomass use. The funding award in the contract was under budget so the amendment was to spend the remaining funds on removing logs from the forest into the community of Stonyford. This location allows free firewood to anyone that needs it. Nall moved to approve the ratification of the biomass use contract to include new work of removing hazard trees and moving them into town where community members can use it for firewood. The motion was seconded by Gobel. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

#4 The board was presented with a final Request for Statement of Qualifications for contracting with a Registered Professional Forester. This document was reviewed by the board. Nall moved to approve the RFSQ to develop an RPF Bidders List. Gobel seconded the motion. The motion carried with 5 Ayes, 0 Noes, 2 Absent, 0 Abstain, 0 Vacant.

#5 Blancas-Alcantara presented the board with three quotes for a F-250 Ford Truck to buy to support projects in the Mendocino National Forest and other remote locations. The board reviewed the quotes. Stuckmeyer moved to approve the purchase of an F-250 and directed the district to buy from a local dealership if the price was competitive. The motion was seconded by Gobel. The motion carried with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain, 0 Vacant.

#6 Harper presented the board with the Local Agency Biennial Notice which requires the district to report any changes to their Conflict-of-Interest Policy. The policy was reviewed with no changes. Gobel moved to approve the policy with no amendments. The motion was seconded by Stuckmeyer. The motion carried with 4 Ayes, 0 Noes, 3 Absent, 0 Abstain, 0 Vacant.

Harper went over the board of director requirements, trainings, and forms to be filed to serve on the RCD board.

CCRCD REPORTS:

- **UPDATED NRCS Cooperative Agreement 2021:** Bennett continues to go on field visits, contract maintenance and helping the Colusa Field Office with application deadlines and conservation plans.
- **Colusa Glenn Sub Watershed Program:** Staff attended Board meeting. Staff continue to help with reporting and notifying members of deadlines.
- **Healthy Soils Demonstration Site:** Closed
- **UPDATED 2019 CalFire Forest Health Grant:** Project work has been completed and tasks left to close out this grant include compiling Tree Survey report to support replanting, completing TCN shapefile creation, and any reporting left to send off to CalFire. Daniel completed the Mid-Project Evaluation on Reforestation of our Tree Survey with information on survivability percentages, management obstacles and overall treatment conclusions.
- **2021 CalFire Forest Health Grant:** A Request for Proposals has been sent out and is set to close this week. Treatments to be completed include dead and dying tree removal, slash piling, mastication, oak thinning, knob cone removal, and pile burning. More bid requests are for planting prices for upcoming replanting. Eduardo and Daniel have also met with 3 contractors for project site walkthroughs and tried to update and install other weather stations. Eduardo and Liz have developed a new Request for Qualifications to ask for a contractor or firm for professional forestry services with a priority for completing current needs and scoping new projects.
- **Department of Conservation (DOC) RFFC:** Eduardo has completed updating new versions of various CCRCD safety documents, most notably our Injury and Illness Prevention Plan, Fire Prevention Plan, Emergency Evacuation Plan and Map, and Hazard Communication Plan. Eduardo has also compiled 3 quotes for a CCRCD truck and water trailer to help with project management and implementation. For training, staff attended a Forest Insects and Diseases workshop and have

started the final course of the Technical Assistance Provider training. Staff continue to meet monthly with grant partners and the Fire Scope Mendocino Collaboration.

- **After the Fire RCPP:** RCPP continues to work on program implementation across partner organizations. Staff continue to stay up to date on how this program will fit into our RCD and NRCS services to producers. NRCS will be key to pointing applicants to this funding pool for projects not funded through EQIP. Bennett has applied applicants to the RCPP program.
- **CDFA Climate Smart Ag TA for HSP:** Bennett continues helping producers with program information. Bennett is helping CDFA do certifications on past HSP grant projects. Harper and Bennett are aiding CICC with implementation of their block grant that should be released in the coming weeks. Bennett will provide TA to multiple producers on this grant.
- **CDFA Climate Smart Ag TA for SWEEP:** Bennett continues helping producers with program information. Bennett is helping CDFA do certifications on past SWEEP grant projects. Harper and Bennett are aiding CICC with implementation of their block grant that should be released in the coming weeks. Bennett will provide TA to multiple producers on this grant.
- **CDFA Climate Smart Ag TA for SWEEP 2023:** Bennett has been doing quarterly reports for Sweep 2023, but the focus of spending has been on our previous TA grant.
- **NEW CDFA Pollinator Habitat Program:** Bennett has created a workplan and project map for 1 producer that is reviewing a plant list and budget so they can confirm what parts of the project they would like to implement. Bennett is working with the producer to get the rest of the necessary information pulled together to send the plan for approval to CDFA. Bennett continues to conduct outreach to producers about this program.
- **NEW County of Colusa Fire Mitigation Coordinator:** Eduardo and Liz continue to meet for one-on-one meetings with wildfire mitigation stakeholders for needs and projects. Staff continue to build community engagement strategies and are planning to continue the development of a Fire Safe Council and host one more round of community meetings to share our findings of wildfire mitigation needs and projects found. Staff have also created outreach materials in response to the Sites Fire for community members to receive help for wildfire mitigation.
- **NEW CARCD/WCB Habitat Restoration:** Bennett has put together a plant list and worked with Harper to come up with amounts needed for planting scheme for Davis Ranch hedgerow project. Bennett is working with a contractor to design an irrigation system for hedgerow plantings. Bennett has created an updated list of plants from heritage seed and is waiting for conformation from them before placing a final order to floral native seed. Bennett connected with Vann brothers the other partner written into the scope of work and started planning their hedgerow.
- **Carbon Cycle Institute:** Flynn continues to build ability attending various workshops, pursuing grant opportunities, and helped the RCD with new hire interviews and onboarding staff contracted by Sutter RCD. Flynn has completed Phases 1-3 out of 5 for the Sacramento Valley regional needs assessment outlined by the Patterson Grant and will present an annual report to project partners on July 23rd. Flynn has also created an interactive HSP subscription data spreadsheet, is developing a guide to climate smart agriculture, and analyzed funding histories of RCDs in the region to find intersections and opportunity within farmer funding needs and RCD capacity.
- **Colusa Indian Community Council (CICC) LNI SWEEP Block Grant:** Harper, Bennett, Sharma, and Rodriguez attended a meeting with CICC and was given updates on the timeline of this grant. The expected opening of the grant is early September. Bennett has been helping 10+ producers with applications including gathering of all needed application material and helping with running required tools for the producer.
- **Colusa Indian Community Council (CICC) LNI HSP Block Grant:** Harper, Bennett, Sharma, and Rodriguez attended a meeting with CICC and was given updates on the timeline of this grant. The expected opening of the grant is early September. Bennett has been helping 2 producers with applications including gathering of all needed application material and helping with running required tools for the producer.

The meeting was adjourned at 6:12 pm. The next meeting will be Tuesday, August 20th, 2024, at 3pm at the CIP Conference Room at 100 Sunrise Blvd. Suite B, Colusa, CA 95932.

Respectfully Submitted,

Elizabeth Harper-Secretary/Treasurer-Colusa Co. RCD